

UNITED STATES DEPARTMENT OF AGRICULTURE

Farm Service Agency

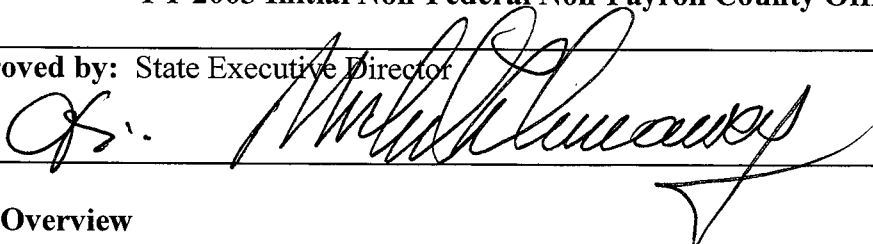
Little Rock, Arkansas 72201

AR Notice BU-33

For: Non-Federal Offices

FY 2003 Initial Non-Federal Non-Payroll County Office Allotments

Approved by: State Executive Director



1 Overview

A Background

The President has signed Pub. L. 108-84, a Continuing Resolution for FY 2004, designed to keep the Government operating October 1 through October 31, 2003. An initial allotment is being issued for 23 workdays through PP 21.

B Purpose

This notice issues initial FSA County Office allotments for non-Federal administrative non-payroll expenses for this CR.

2 Information

- County offices will enter check limitations in the CCC-514 ledger according to paragraph 3 of this notice. The check limitation provided in Exhibit 1 includes only nonpayroll expenses. Non-Federal County Office travel funds (other than established mileage paid to COC by NFC) are included the payroll allotment that is retained by the State Office.

Note: Full-year travel allotments will be provided in a separate non-Federal County Office travel allotment, when issued by the National Office.

Non-payroll expenses include:

- Rent and utilities
- Other expenses
- Counties will continue to receive bi-weekly and quad-weekly printouts from KCMO and will be responsible for monitoring of their check limitation balance and efficient management of their allocation.

Continued on next page

Disposal Date

October 1, 2004

10/3/03

Distribution

FSA Offices

2 Information (continued)

- Continue to reconcile your quad-weekly printout with the CCC-514 in accordance with 115-FI (Rev. 4), paragraph 161. CCC-514-1 may be used for the quadweekly reconciliation but will no longer be required by the State Office. Do not forward the CCC 514-1 to this office.

3 Action

- Open FY 2004 CCC-514 by recording the initial check limitation provided in Exhibit 1 through option 6, "Check Limitation and Ledger Control" on menu NAA000.
- Ensure that FY 2004 CCC-184's issued before receipt of this allocation are applied to this check limitation allocation.
- Operating costs, such as travel and training, rent and utilities, and emergency expenses, may continue at necessary levels. Offices should prudently monitor all administrative obligations while operating under the CR.

4 Contact

Direct questions regarding this notice to Charlotte Murphy at 501-301-3016.

County	Initial Allocation #1
Arkansas	4,200
Ashley	3,200
Baxter	6,500
Boone	1,000
Carroll	1,000
Chicot	4,400
Clark	3,000
Clay	1,000
Cleburne	4,000
Conway	1,000
Craighead	1,000
Crittenden	1,000
Cross	1,000
Desha	3,600
Drew	1,000
Faulkner	1,000
Franklin	2,800
Fulton	1,000
Greene	1,000
Hempstead	1,000
Hot Spring	5,500
Howard	2,500
Independence	1,000
Izard	3,500
Jackson	1,000
Jefferson	1,000
Johnson	1,000
Lafayette	4,500
Lawrence	4,000
Lee	1,000
Lincoln	1,000
Little River	1,400
Lonoke	5,500
Madison	2,500
Miller	3,000
Mississippi	4,700
Monroe	1,000
Ouachita	2,400

Phillips	1,000
Poinsett	4,800
Polk	4,600
Pope	6,300
Prairie	5,000
Pulaski	4,000
Randolph	1,000
St. Francis	5,800
Sebastain	10,000
Sharp	3,300
Van Buren	2,000
Washington	10,000
White	1,000
Woodruff	3,000
Total	152,000